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## **STAFF REPORT**

### **Agenda Items:**

- 9:00 AM: Corner Gas & Goodies had a violation on 12/21/15-which is during the current licensing period. Per policy, an entity that has a violation during the current licensing period is required to have a separate public hearing on the renewal of their license and can appear at that time to discuss any concerns the board may have.
- 9:15 AM: United Way Executive Director Heidi Gullickson will give an update on the 211 Program.
- 9:30 AM: Randy Hanson and White Mayor Terry Wright will be in to discuss the future of the former White Care Center facility and the potential for allowing use of the discretionary formula for the property. Director of Equalization Chris Lilla provided codified laws and county resolutions that speak to this issue.
- 10:00 AM: Presentation on the Drug Court Program.
- 10:30 AM: Jesse Bermel with Iberdrola Renewables asked to meet with the board to discuss future wind tower development, timelines and the permitting process.
- Malt Beverage Renewals: These are the routine annual malt beverage and combination malt beverage/SD farm wine renewals for the 2016-2017 (July-June) licensing period. These entities had no violations during the current licensing period.
- Agreement #16-29: Weed Supervisor Misty Moser provided an explanation in the packet for why we need to rescind the original agreement (#16-29) and approve this again with slight changes.
- Right-of-Way Application: routine application made by Sioux Valley Energy.
- Plats: routine approval of plats that have been approved for recommendation by the Planning & Zoning Commission.
- Bids for Sinai Shop: the bid tab for the shop in Sinai is included in the packet. Low bid was by Visions Construction Group, Inc. at \$196,500.
- 5-Year Plan: The 2017 5-Year Highway and Bridge Improvement Plan is included in your packet. I have scheduled the public hearing on this plan for the Thursday, June 9<sup>th</sup> Commission Meeting at 11:00 a.m. The notice of public hearing will be published on May 26<sup>th</sup> and June 2<sup>nd</sup>.

### **Director's Report:**

- I've included the Notice of Award and the Status of Application documents from the SDDOT regarding the BIG Grants. The Notice of Award is the 2016 Preservation Bridge Improvement Grant for structure #06-143-080 (1 miles south and 2.3 miles east of Bruce). The Status of Application is the funding rejection notice for the bridge south of White.

- I received an email from Court Administrator Jenny Hammrich regarding the addition of two employees in the courthouse starting July 1<sup>st</sup> for the new drug court program. For security reasons, the courts are requesting the addition of two doors. One would be between the judges' chambers and an office space used for the drug court program on the 3<sup>rd</sup> floor. The other would be to install a door outside the law clerk's office on the 2<sup>nd</sup> floor. We have the doors; however, Jenny is getting quotes for installation of the door frames. I am going to go to the courthouse on Monday, May 16<sup>th</sup> to see these areas for myself. I can report further at the meeting.
- The post office has informed me that they are installing all new blue receptacles throughout the city of Brookings. There is a mail receptacle on the west side of the courthouse, at the end of the long sidewalk. This particular box has never been secured to the ground and now that a new one is being installed the post office would like to have that done. Since this is on county property, the post office asked what we would like to do. I don't believe it would take much to lay a small piece of concrete down and secure the box, but I don't believe it is the county's responsibility to pay for it. That being said, the cost would be minimal and maintenance staff could easily do it in order for the box to remain there. I visited with department heads at our meeting this week and the county offices do no use that drop site very often anymore. If it were gone, they would take any items directly to the post office.
- Highway Superintendent Dick Birk had shared the apparent low bidder information with the board for the bridge project 5.8 miles north of Bruce. That information is included with my report. This is the final project that was programmed through the STIP.
- The updated General Fund Surplus Analysis history is included with my report.
- I've included the flyer for this Saturday's Armed Forces Day with my report.

Upcoming Dates:

- Saturday, May 14<sup>th</sup>—Armed Forces Day, 10:00 a.m. - 4:00 p.m. at Brookings VFW Post.
- Wednesday, May 18, First District/USDA Program Information Meeting, 12:00 p.m. at the Brookings City & County Government Center Community Room (Room 300).
- Wednesday, May 18, 12:00 p.m.—Sioux Valley Commissioner's Association quarterly meeting at the Congregational Church in Clark, SD.
- Thursday, May 19, 8:30 a.m. - 12:30 p.m.—FEMA Crisis Leadership Management Course, Brookings City & County Government Center.
- Thursday, May 19, 11:30 a.m.-1:00 p.m.—Brookings Convention & Visitor's Bureau Tourism Luncheon at the McCrory Gardens Visitor Center.
- Tuesday, May 24, 8:00 a.m. - 12:00 p.m.—Cybersecurity Training, Brookings City & County Government Center.
- Wednesday, May 25th-Thursday, May 26th—Active shooter training sessions
- Offices will be closed on Monday, May 30<sup>th</sup> in honor of Memorial Day.
- Thursday, June 2nd, 6:30 p.m.—Got Milk Gala at Swiftel Center. Kickoff event for Dairy Fest 2016.
- Thursday, June 2nd, 5:30 p.m.—Brookings Health System Foundation Donor Celebration at McCrory Gardens Visitor Center.

Thank you,

A handwritten signature in cursive script that reads "Stacy Steffensen". The signature is fluid and elegant, with a large initial 'S' and a long, sweeping underline.

Stacy Steffensen  
Commission Department Director  
Brookings County, South Dakota